



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
WASHINGTON, DC 20380-1775

MCO 1130.62B
MCRC
24 Apr 98

MARINE CORPS ORDER 1130.62B

From: Commandant of the Marine Corp
To: Distribution List

Subj: COMMAND RECRUITING PROGRAM

Ref: (a) MCO P1100.72B
(b) MCO P1400.32B
(c) MCO P1610.7D
(d) MCO 1650.19G
(e) MCO P1050.3G
(f) MCO p1080.35
(g) Guidebook for RS operations (Vol III) dtd 1 Oct 97

Encl: (1) Boot Leave/Annual Leave and Liberty Command Recruiters
(2) Permissive Temporary Additional Duty Command Recruiter
(3) Permissive Recruiter Assistance Program
(4) Reserve Recruiter Aide
(5) Guidelines for use of command Recruiters and Recruiter Assistants
(6) Sample Letter of Recognition to the Participant's parent Command
(7) Sample Naval Message Requesting PTAD Participation
(8) Sample Naval Message Authorizing PRASP Participation
(9) Sample Orders Modification for PRASP
(10) Recruiter Support program Report Format

1. Purpose. To provide information and instructions for the eligibility and the administration of the Command Recruiting Program (CRP).

2. Cancellation MCO 1130.62A.

3. Background. The CRP was established to assist the Marine Corps Recruiting command (MCRC) in seeking highly qualified applicants for enlistment. In previous fiscal years, command recruiters provided the Marine Corps with over 4,000 enlistments

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24 Apr 98

annually. Command Recruiting is one of the pillars which support the Marine Corps annual total force recruiting mission, which ultimately determines the strength of our Corps. Reference (a) further clarifies the utilization of Marines in support of the recruiting effort.

4. Scope. In the coming years, as recruiting becomes more difficult, it will be the duty of every Marine to help strengthen the ranks of our Corps. No longer can we place the full burden on the Marines on recruiting duty. Therefore, it is imperative that commanding generals and commanders perform the following functions:

a. Commanding Generals/Unit Commanders. Inform all Marines departing on leave, special liberty, or Permanent Change of Station (PCS)/Temporary Additional Duty (TAD) orders involving a delay en route of the provisions of this Order.

b. Base Commanding Generals and Commanding Officers. Ensure that all personnel are aware of the advantages of participating as a command recruiter through periodic articles and/or advertisements in base newspapers, especially during peak holiday leave periods.

5. Concept. The CRP consists of actions taken by unit commanders, individual Marines on leave or liberty, or Marines who volunteer as a recruiter assistant to assist in the accession of personnel into the Marine Corps and Selected Marine Corps Reserve (SMCR). These individuals are specifically identified as follows:

a. Command Recruiter (CmdRctr)

(1) Boot Leave. Any Marine on leave ("boot leave") immediately following recruit training (Enclosure (1)).

(2) Annual Leave and Liberty. Any Marine on authorized annual leave and/or liberty status (Enclosure (1)).

(3) Permissive Temporary Additional Duty (PTAD). Any Marine who is assigned permissive TAD to a recruiting station from a parent non-entry level command (Enclosure (2)).

24 Apr 98

b. Permissive Recruiter Assistant Program (PRASP). Any Marine who volunteers and is assigned as a recruiter assistant while in the entry level training pipeline (PRE/POST Marine Combat Training (MOT), or awaiting Military Occupational specialty (MOS) training) (Enclosure (3)).

c. Reserve Recruiter Aide (RAID). Reservists brought on active duty, for a period up to 179 days at a time, to perform functions of a recruiter aide (Enclosure (4)). Although this program is not considered command recruiting in nature, it has been added to this Order as a second point of reference and so that the program disparities may be explained in detail.

6. Records Disposition Instructions. Recruiting program records to include monthly, quarterly, and consolidated reports maintained by RS commanding officers, district commanding officers, region commanding generals CG, MCRC (RE) will be retained for a period of 3 years.



J. W. KLIMP
By direction

DISTRIBUTION: PCN 10200691300

Copy to: 7000110(55)

8145002(2)

7000099, 144/8145001(1)

24 Apr 98

BOOT LEAVE/ANNUAL LEAVE AND LIBERTY COMMAND RECRUITERS

1. Mission. The Command Recruiting Program acknowledges individual Marines while on leave or liberty, who refer applicants to local recruiters who subsequently enlist by awarding their efforts.
2. Assignment. Individuals are not assigned as command recruiters. To participate, a Marine need only be in a legal leave or liberty status to be considered a command recruiter.
3. Meritorious Promotion
 - a. Per reference (b), any private on leave or liberty (not assigned to PTAD, PRASP, or RAID), who refers one applicant who subsequently enlists or reenlists in the Marine Corps or enlists in the SMCR, will be meritoriously promoted to private first class if otherwise qualified and recommended.
 - b. Any private first class on leave or liberty (not assigned to PTAD, PRASP, or RAID), who refers two individuals who subsequently enlist or reenlist in the Marine Corps or enlist in the SMCR, will be meritoriously promoted to lance corporal if otherwise qualified and recommended.
 - c. All dates of rank and the effective dates for pay and allowances will be the 2nd day of the month following the month in which the required number of referrals enlist/reenlist.
 - d. Recruiting station (RS) commanding officers will forward the appropriate letter of recognition to the commanding officer of the participant's gaining command (enclosure (E))
 - e. RS commanding officers may promote privates to private first class and privates first class to lance corporal at the RS. However, prior to promoting the Marine, coordination must be made with the gaining command. The gaining command is required, per reference (b), to make all unit diary and service record book entries and determine whether the Marine is otherwise qualified and recommended.

ENCLOSURE (1)

24 Apr 98

4. Bonus Points for Composite Scores

a. Lance corporals and corporals on leave or liberty (not assigned to PTAD, PRASP, or RAID), will receive 20 points per applicant referred who subsequently enlist in the Marine Corps or SMCR or who reenlists into the regular component of the Marine Corps.

b. Bonus points may not exceed 100 points and will be computed in composite scores per reference (b).

c. Bonus points cannot be carried forward to the next higher grade

d. RS commanding officers will forward the appropriate letter of recognition to the commanding officer of the participant's parent command (enclosure (6)).

5. Fitness Report Comments

a. For sergeants and above, appropriate comments are recommended for fitness reports.

b. Command recruiting comments should be incorporated within the scheduled fitness report period and may be used to enhance already desirable traits of the Marine being reported on. RS commanding officers will forward appropriate letters of recognition to the Marine's parent command recommending appropriate comments on the Marine's fitness report. A sample letter appears in enclosure (6).

6. Personal Awards

a. Meritorious Masts (NAVMC 10935) and Certificates of Commendation (NAVMC 10631) are authorized to be issued per reference (d). RS commanding officers are authorized to award Meritorious Masts to members of their command and may provide the district commanding officers with recommendations for Certificates of Commendation.

b. Meritorious Masts and Certificates of Commendation should reflect a Marine's level of participation and may be awarded in addition to alternate forms of recognition.

ENCLOSURE (1)

24 Apr 98

7. Extension of Leave/Special Liberty. All leave extensions will first be approved by the Marine's parent command. Marines on boot leave will not normally be authorized leave extensions.

a. Reference (e) authorizes 5-day leave extensions or 72 to 96-hour liberty passes to Marines who refer one applicant who enlists in the Marine Corps.

b. No more than two leave extensions may be granted. Marines with "by-dates" or "port-of-call dates" may not be granted leave extensions.

c. Marines will be advised that leave extensions will be deducted from their leave balances.

ENCLOSURE (1)

PERMISSIVE TEMPORARY ADDITIONAL DUTY (PTAD)
COMMAND RECRUITER

1. Mission. The CRP allows for the assignment of Marines to permissive temporary additional duty (PTAD) for a period of up to 30 days to a recruiting station/recruiting substation nearest their hometown to assist in the recruiting effort.

2. Assignment. Marines desiring to participate in this program should contact the local recruiter who will in turn formally request the individual through the recruiting station.

a. Recruiting station commanding officers may initiate requests for the participation of Marines for PTAD in the same manner. All requests will be made in a message format (enclosures (7) and (8)).

b. Requests for Marines should be originated 60 days or more in advance of the projected dates of participation.

c. Once a request is originated, continuous liaison between the Marine and the recruiting station or substation must be maintained to ensure the smooth execution of the PTAD process.

d. It is the participating Marine's responsibility to arrange transportation to and from the recruiting station.

3. Meritorious Promotion

a. Reference (b) additionally provides that any private assigned to PTAD, who refers two applicants who subsequently enlist or reenlist in the Marine Corps or enlist in the SMCR, will be meritoriously promoted to private first class, if otherwise qualified and recommended.

b. Any private first class assigned to PTAD, who refers two individuals who subsequently enlist or reenlist in the Marine Corps or enlist in the SMCR, will be meritoriously promoted to lance corporal if otherwise qualified and recommended.

ENCLOSURE (2)

24 Apr 98

c. All dates of rank and the effective dates for pay and allowances will be the 2nd day of the month following the month in which the required number of referrals enlist/reenlist.

d. RS commanding officers will forward the appropriate letter of recognition to the commanding officer of the participant's parent command (enclosure (6)).

e. RS commanding officers may promote privates to private first class and privates first class to lance corporal at the RS. However, prior to promoting the Marine, coordination must be made with the parent command. The parent command is required, per reference (b), to make all unit diary and service record book entries and determine whether the Marine is otherwise qualified and recommended.

4. Bonus Points for Composite Scores

a. Lance corporals and corporals who are on leave or assigned to PTAD will receive 20 bonus points per applicant referred who subsequently enlists in the Marine Corps or SMCR or who reenlists into the regular component of the Marine Corps.

b. Bonus points may not exceed 100 points and will be computed in composite scores per reference (b).

c. Bonus points cannot be carried forward to the next higher grade.

d. Commanding Officers of the RSs will forward the appropriate letter of recognition to the Marine's parent organization (enclosure (6)).

5. Fitness Report Comments

a. For sergeants and above, appropriate comments are recommended for fitness reports.

b. Command recruiting comments should be incorporated within the scheduled fitness report period and may be used to enhance already desirable traits of the Marine being reported on. Recruiting station commanding officers will forward appropriate letters of recognition to the Marine's parent command recommending

ENCLOSURE (2)

24 Apr 98

appropriate comments on the Marine's fitness report. A sample of such a letter appears in enclosure (6).

d. RS commanding officers will forward appropriate letters of recognition to the Marine's parent command, recommending appropriate comments in section C of the Marine's fitness report. A sample of such a letter appears in enclosure (6).

6. Personal Awards

a. Meritorious Masts (NAVMC 10935) and Certificates of Commendation (NAVMC 10631) are authorized to be issued per reference (d). Recommendations for the preparation and presentation of the award(s) will be forwarded to the RS commanding officer.

b. Meritorious Masts and certificates of commendation should reflect a Marine's level of participation and may be awarded in addition to alternate forms of recognition.

7. Extension of Leave/Special Liberty. Individuals assigned to PTAD are not authorized leave extensions or special liberty.

8. Administration. Assignment of Marines to PTAD for the express purpose of participating in the CRP is authorized with the following provisions:

a. Marines may request assignment to PTAD at the recruiting station or substation nearest their hometown to assist the local recruiter for up to 30 days. Prior to approval and issuance of orders (no cost to government), the unit must coordinate with the RS sergeant major.

b. Annual leave in conjunction with PTAD is authorized. Additionally, personnel present in their leave area on annual leave, who desire to participate, may request assignment to PTAD from their parent command.

(1) Such requests will be made by message through the commanding officer of the appropriate RS and only if sufficient leave time is remaining to permit a reply from the parent command. Message requests submitted through RSs serve as the RS's concurrence. The parent command will ensure that appropriate unit diary entries are made per reference (f).

ENCLCSURE (2)

MCO 1130.62B

24 Apr 98

(2) Personnel in the midst of executing Permanent Change of Station (PCS) orders en route from one command to another, are INELIGIBLE for participation in the PTAD assignment portion of the CRP.

ENCLOSURE (2)

24 Apr 98

PERMISSIVE RECRUITER ASSISTANT (PRASP)

1. Mission. Permissive Recruiter Assistants (PRASP) are defined as Marines assigned to the assist the recruiting effort in the area of the RS from which they enlisted. Marines are normally assigned following "boot leaven" prior to reporting to Marine Combat Training (MCT). Additionally, Marines can be approved for PRASP between MCT and their formal school, it is also possible to be authorized PRASP from the formal school if the Marine is awaiting training. All PRASP volunteers must first be endorsed by the gaining recruiting station. Recruiting stations are not required to accept individuals who have been authorized PRASP.

2. Assignment. The assignment process differs slightly for each category of PRASP and are as follows:

a. Pre-MCT (Boot Leave). Marines assigned to this category are approved via naval message by the Commandant of the Marine Corps (CMC (MMEA)). This message is also disseminated via e-mail and facsimile. Each Marine approved must also be accepted by the Recruiting Station.

b. Post-MCT PRASP. Recruiting stations may request Marines by name from MCT, who appear on the availability message generated by CMC (MMEA), just prior to their graduation. These requests ARE NOT submitted through district or MCRC and are considered pre-approved by CMC (MMEA). This procedure is not the norm and is authorized at the discretion of the MCRC School of Infantry (SOI) Liaison.

c. Post-MCT FRASF (Awaiting Formal Training). Marines who have graduated from recruit training and MCT, and are awaiting training at a formal school, may participate in FRASP. Recruiting stations are authorized to make direct liaison with the school house to coordinate this process.

NOTE. The number of approvals from this program is dependent on the number of individuals already in the training pipeline. The October through January months see a large number of approvals for PRASP due to training delays, while May through September see the fewest approvals due to the low number of shippers during the February through May recruiting period.

ENCLOSURE (3)

24 Apr 98

3. Meritorious Promotion

a. Any private assigned to PRASP who refers one individual who subsequently enlists or reenlists in the Marine Corps or enlists in the SMCR will be meritoriously promoted to private first class, if otherwise qualified and recommended.

b. Any private first class assigned to PRASP who refers two individuals who subsequently enlists or reenlists in the Marine Corps or enlists in the SMCR will be meritoriously promoted to lance corporal if otherwise qualified and recommended.

c. All dates of rank and the effective dates for pay and allowances will be the 2nd day of the month following the month in which the required number of referrals enlist/reenlist.

d. RS commanding officers will forward the appropriate letter of recognition to the commanding officer of the participant's gaining command (enclosure (6)).

e. RS commanding officers may promote privates to private first class and privates first class to lance corporal at the RS. However, prior to promoting the Marine, coordination must be made with the gaining command. The gaining command is required, per reference (b), to make all unit diary and service record book entries and determine whether the Marine is otherwise qualified and recommended.

4. Bonus Points for Composite Scores

a. Lance corporals and corporals who are on leave or assigned to the CRP will receive 20 bonus points per applicant referred who subsequently enlists in the Marine Corps or SMCR or who reenlists into the regular component of the Marine Corps.

b. Bonus points may not exceed 100 points and will be computed in composite scores per reference (b).

c. Bonus points will not be carried forward to the next higher grade.

d. RS commanding officers will forward the appropriate letter of recognition to the commanding officer of the participant's parent command (enclosure (6)).

ENCLOSURE (3)

24 Apr 98

5. Comments on Fitness Reports/Special Fitness Reports

a. For sergeants and above, appropriate comments are recommended for fitness reports.

b. Command recruiting comments should be incorporated within the scheduled fitness report period and may be used to enhance already desirable traits of the Marine being evaluated. RS commanding officers will forward appropriate letters of recognition to the Marine's parent command recommending appropriate comments on the Marine's fitness report. A sample of such a letter appears in enclosure (6).

6. Personal Awards

a. Meritorious Masts (NAVMC 10935) and Certificates of Commendation (NAVMC 10631) are authorized to be issued per reference (d). Recommendations for the preparation and presentation of the award(s) will be forwarded to the RS commanding officer.

b. Meritorious Masts and Certificates of Commendation should reflect a Marine's level of participation and may be awarded in addition to alternate forms of recognition.

7. Extension of Leave/Special Liberty

a. Reference (e) authorizes 5-day leave extensions or 72 to 96-hour liberty passes to Marines who refer one applicant who enlist or reenlist in the Marine Corps.

b. No more than two leave extensions will be granted. Marines with "by-dates" or "port-of-call dates" will not be granted leave extensions.

c. Marines will be advised that leave extensions will be deducted from their leave balances.

ENCLOSURE (3)

RESERVES AND COMMAND RECRUITING

1. Mission. Recruiting is a total force effort. All assets, both regular and reserve, must be brought to bear to attain our mission. Reservists have several options with regard to participation in recruiting.

a. Command Recruiting. In order to provide incentives and forms of recognition to members of the SMCR who refer applicants who subsequently enlist, enclosure (1) paragraphs 3, 4, and 5 of this Order are applicable to members of the SMCR who are not assigned as recruiter aides.

(1) Recruiting Stations

(a) Prepare Meritorious Masts and Certificates of Commendation per reference (d) for presentation or forwarding to the Marine's commanding officer.

(b) Endorse all leave papers, per reference (e), for those who participate in any of the programs.

(c) Forward appropriate letters of recognition to the participants commanding officer, reflecting the level of participation in the program and the form(s) of recognition. Follow-up correspondence may be required if a referred applicant does not immediately enlist/reenlist.

(d) Ensure special liberty, preparation of Meritorious Masts, certificates of commendation, and other administrative requirements related to command recruiting are accomplished per references (b) through (f).

(e) Maintain monthly reports of the recruiting support programs contained in the current edition of the Guidebook for RS Operations Volume III. Submit the following:

(1) The quarterly report (enclosure (9)) of this order to the district commanding officer by the 5th day of the month following each quarter.

(2) The monthly telephonic report per enclosure (10) of this order to the district commander concerned by the 3rd day of each month.

ENCLOSURE (4)

24 Apr 98

(2) District. Submit the consolidated quarterly report from recruiting stations per enclosure (9) to the appropriate regional commander by the 15th of the month following each quarter.

(3) Regions. Submit a consolidated monthly report using the format derived from the district reports (Enclosure (10)). The consolidated reports will be forward to the commanding General, MCRC (Enlisted Operations) by the 5th of the month.

b. Reserve Recruiter Aide Program (RRA). RRA assigns individuals from the SMCR to active duty in order to work with specific recruiting stations. Per reference (a) personnel nominated by the SMCR unit or RS commander and are assigned to active duty for a period of 30 to 139 days. No Marine will be extended beyond 179 days per fiscal year. Reservists participating in this program are not eligible for meritorious promotion. This program falls under Recruiter Support Programs heading.

c. Extended Active Duty Recruiter (EAD). Members of Individual Ready Reserve (IRR) or SMOR are eligible to be brought on active duty under the provisions of reference (a). This agreement is for the sole purpose of being a production recruiter (MOS 8411).

ENCLOSURE (4)

GUIDELINES FOR USE OF COMMAND RECRUITERS

1. Mission. The intent of this chapter is to uphold the premise for which individuals participate in this program and to protect the reputation of this program within the Marine Corps.
2. Concept. CRP is an advantageous program for recruiting. The ability to promote this program in the future relies on our ability to balance the needs of MCRC and the needs of the individual Marine. Most Marines volunteer for this duty for the promotion incentive and because they are going to be assigned in their hometowns. Noncommissioned officers in charge and recruiters should promote a positive atmosphere to produce other volunteers.
3. Guidelines. The following rules governing the use of recruiter assistants is effected to maximize use of these individuals, while allowing them the benefits of the assignment to their hometown.
 - a. Physical Fitness. RSs and RSSs are responsible to maintain the physical fitness and height and weight standards for each recruiter assistant.
 - b. Working Days. Recruiter assistants will work a maximum of six (6) days a week.
 - c. Working Hours. Noncommissioned officers in charge will determine the necessity of recruiter assistants during extended working hours.
 - d. Privately Owned Vehicles. Recruiter assistants are prohibited from using personal vehicles to perform duties.
 - e. Government Vehicles. It is the district commanding officer's decision to allow recruiter assistants to operate government vehicles.
 - f. Referrals. Recruiter assistants are responsible to track their own referrals. Prior to departure, each Recruiter Assistant will compare his or her referral list with the NCOIC. NCOICs are responsible for adding all referrals to the command recruiting card and providing a copy to each participant. Any unresolved disagreement on whether credit will be given to the recruiter assistant for specific referrals will be determined by the RS

ENCLOSURE (5)

MCO 1130.62B

24 Apr 98

Sergeant Major. The time periods which a Marine may use his or her referrals is covered in reference (9).

4. Dismissal. While the above guidelines are set for recruiters, the recruiter assistant must also be accountable for his or her actions while in the PTAD/PRASP status. Therefore, any recruiter assistant not fulfilling their obligation may be terminated from PTAD status and returned to the parent command for duty.

ENCLOSURE (5)

MCO 1130.62B

24 Apr 98

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xxx

DD MMM YR

From: Commanding Officer, Marine Corps Recruiting Station _____
To: Commanding Officer, _____

Subj: LETTER OF APPRECIATION FOR PERFORMANCE OF DUTY FOR PRIVATE
FIRST CLASS JOHN E. MARINE 123 45 6789/6073 USMC

Ref: (a) MCO P1400.32B

1. I would like to express my appreciation to Private First Class Marine for outstanding performance of duty while working on PTAD at Recruiting Station _____.

2. Private First Class Marine assisted the recruiters at Recruiting Substation _____ by referring two (2) qualified applicants who subsequently enlisted:

JOHN P. DOE 234 56 7890, ENLISTED YYMMDD
DAVE BENOTZ 456 78 9012, ENLISTED YYNMDD

3. Per the reference, Private First Class Marine may be meritoriously promoted to the next higher grade (composite score points, comments on fitness reports, etc)

4. Point of contact at this command is _____. FAX is _____.

COMMANDING OFFICER SIGNATURE

Copy to:

ENCLOSURE (6)

MCO 1130.62B
24 Apr 98

RAAUZYUW 0331100-UUUU--

ZNR UUUU

R 140858Z NOV 97 ZYB

FM MCRS ALBUQUERQUE NM//CO//

TO FIRST BN THIRD MAR/S-1//

INFO CMC WASHINGTON DC//S-1

BT

UNCLAS //N01300//

SUBJ: COMMAND RECRUITING PROGRAM (PERMISSIVE TAD) PARTICIPATION FOR
LANCE CORPORAL DOE JOHN P. 123456789/0311 USMC//

MSGID/GENADMIN/MCRS ALBUQUERQUE NM

REF/A/DOC-MCO P1130. 62A/26APR85//

RMKS/1. IAW REF A, REQ SNM BE ASO TO PERMISSIVE TAD ICW THE COMMAND
RECRUITING PROGRAM. IF APPROVED, SNM WILL BE AUTH TO RPT TO RSS SANTA FE,
NM ON OR ABOUT 01 DECEMBER 97 TO 30 DECEMBER 97 FOR PERMISSIVE TAD. ALT
DATES ARE REQUESTED AND IF ABOVE DATES ARE NOT ACCEPTABLE THEY CAN BE
CHANGED WITH THIS COMMAND VIA PHONECON.

2. THE ASSIGNMENT OF HIGHLY QUALIFIED MARINES TO THE PERMISSIVE TAD PROGRAM
IS A DEFINITE ASSET TO THE RECRUITING SERVICE. YOUR ASSISTANCE AND SUPPORT
ARE GREATLY APPRECIATED.

3. POC IS SGTMAJ LEATHERNECK (505)XXX-XXXX.//

BT

#7814

NNNN

ENCLCSURE (7)

MCO 1130.62B
24 Apr 98

RAAUZTUW 0331100-UUUU--
ZNR UUUUU
R 140858Z NOV 97 ZYB
FM CMC WASHINGTON DC//MMEA-11//
TO FIRST MCD GARDEN CITY LI NY
FOURTH MCD NEW CUMBERLAND PA
SIXTH MCD PARRIS ISLAND SC
EIGHTH MCD NEW ORLEANS LA
NINTH MCD KANSAS CITY MO
TWELFTH MCD SAN DIEGO CA
INFO CG MCRC WASHINGTON DC
CG MCRD ERR PARRIS ISLAND SC//RCTG//
CG MCRD WRR SAN DIEGO CA//RCTG//
SAN ANTONIO TX//998//
MCRS SAN DIEGO CA//999//
MCRS SAN FRANCISCO CA//AOO//
MCRS SEATTLE WA//A02//
MCRS ST LOUIS MO//A04//
MCRS ORANGE CA//A88//
BT
UNCLAS //N01300//
PART ONE OF TWO/PART TWO FOR IDENT IS 140859Z NOV 97.
MSGID/GENADMIN/CMC MMEA-11//
SUBJ/PRE MARINE COMBAT TRAINING (MCT) PERMISSIVE RECRUITER ASSISTANT
/PROGRAM /PRASP)//
POC/BEEBE/MSGT/PRIPHN:CM 703 614-8706/-/-/SECPHN:DSN 224-B706//
RMKS/1. MARINES LISTED BELOW GRADUATED FROM RECRUIT TRAINING ON
971107 THESE MARINES HAVE BEEN IDENTIFIED AS HAVING 7 OR MORE
DAYS OF PROJECTED AWAITING TRAINING TIME, AND ARE THEREFORE
ELIGIBLE TO PARTICIPATE IN PRASP.
2. ACD, RECRUITING STATION CO'S ARE AUTHORIZED TO MODIFY BELOW
LISTED MARINES ORDERS TO AUTHORIZE PRASP TAD IN CONNECTION WITH
RECRUITING MATTERS FROM THE BEGIN DATE TO THE END DATE. THE REPORT
TIME AND DATE TO SOI WILL BE NLT 1500 THE DATE FOLLOWING THE END
DATE (E.G END DATE = 12/15/1997 MEANS REPORT TO SOI NLT 1500,
12/16/1997). READ IN 10 COLUMNS: SSN, LAST NAME, INITIALS, SEX,
DISTRICT, RECRUITING STATION, INTENDED MOS, NUMBER OF DAYS PRASP
AUTHORIZED, BEGIN DATE, END DATE. THE DATA HAS BEEN SORTED BY
DISTRICT AND RECRUITING STATION WITHIN DISTRICT FOR YOUR
CONVENIENCE.

		S						BEGIN	END
SSN	LNAME	IN	E DI					DATE	DATE
1234S6789	WHITE	MJ	M 01 922EG	6081	28	11/18/1997	12/15/1997		
234567890	BEARD	JJ	M 01 922NB	6300	21	11/18/1997	12/08/1997		
345678901	WENZEL	JA	M 01 922NB	1833	21	11/18/1997	12/08/1997		
456789012	WERGEN JR	AW	M 01 922NB	3381	21	11/18/1997	12/08/1997		
567890123	BLAISE	JD	M 01 922PB	2531	21	11/18/1997	12/08/1997		

ENCLOSURE (8)

MCO 1130.62B
24 Apr 98

1326
xxx
DD MMM YY

FIRST ENDORSEMENT

From: Commanding Officer, Recruiting Station
To: Listed Marines

Subj: MODIFICATION OF ORDERS FOR PERMISSIVE RECRUITER ASSISTANCE
PROGRAM (PRASP)

Ref: (a) CMC MMEA-11 msg R (Date-time group z month/yr of msg)
(b) MCRC Frost Call XXX-97 of XX December 1996

1. The below listed Marines, per the references, have been accepted for the Permissive Recruiter Assistance Program:

Name	Period	
<u>Last. First MI</u>	<u>Rank</u>	<u>SSAN</u>
DOE, John P.	Pvt	123456789
BENOZ, Dave	PFC	234567890

From - To	Report to SOI
961216-961230	961231
961216-90115	970116

2. Your orders are modified to authorize permissive TAD for the period listed in Paragraph 1, at no cost to the government for travel or per diem. Report time to the School of Infantry is no later than 1600 hours on the date indicated.

3. (For early termination) Your original modified report date to SCI has been changed to (specify date).

SIGNATURE OF MARINE
TYPED NAME OF MARINE

=====

RECEIVING ENDORSEMENT

1. I received these orders at RS_____, (State) at____hours on (Date). I understand that I must report by no later than 1800 hours on (Date) to the Commanding Officer (CO), School of Infantry as contained in my basic orders.

2. My SRB, HR, DR, and original orders are in my possession for delivery to the CO of SOI.

SIGNATURE OF MARINE
TYPED NAME OF MARINE

ENCLOSURE (9)

24 Apr 98

RECRUITER SUPPORT PROGRAM REPORT FORMAT

xxx RECRUITING REGION
 COMMAND RECRUITING REPORT
 MONTH/YEAR

CURR DATE

1. PERMISSIVE TAD (PTAD)	MCD	MCD	MCD	TOTAL
NUMBER OF MARINES USED (MONTH)				
NUMBER OF MARINES USED (FYTD)				
MANDAYS USED (MONTH)				
MANDAYS USED (FYTD)				
TOTAL CONTRACTS (MONTH)				
TOTAL CONTRACTS (FYTD)				
2. PERMISSIVE RECRUITER ASSISTANT (PRASP)	MCD	MCD	MCD	TOTAL
NUMBER OF MARINES USED (MONTH)				
NUMBER OF MARINES USED (FYTD)				
MANDAYS USED (MONTH)				
MANDAYS USED (FYTD)				
TOTAL CONTRACTS (MONTH)				
TOTAL CONTRACTS (FYTD)				
3. RESERVE RECRUITER AIDE (RRAID)	MCD	MCD	MCD	TOTAL
NUMBER OF MARINES USED (MONTH)				
NUMBER OF MARINES USED (FYTD)				
MANDAYS USED (MONTH)				
MANDAYS USED (FYTD)				
TOTAL CONTRACTS (MONTH)				
TOTAL CONTRACTS (FYTD)				
4. EAD RECRUITERS	MCD	MCD	MCD	TOTAL
NUMBER OF RECRUITERS				
NUMBER ON PRODUCTION				
NUMBER AS NCOIC				
TOTAL CONTRACTS (MONTH)				
TOTAL CONTRACTS (FYTD)				

ENCLOSURE (10)